

Mississippi Secretary of State
700 North Street P. O. Box 136, Jackson, MS 39205-0136

ADMINISTRATIVE PROCEDURES NOTICE FILING

AGENCY NAME Mississippi State Personnel Board		CONTACT PERSON David E. Stovall Staff Attorney Mississippi State Personnel Board		TELEPHONE NUMBER 601-359-2706	
ADDRESS 210 East Capitol Street, Suite 800		CITY Jackson		STATE MS	ZIP 39201
EMAIL David.Stovall@mspb.ms.gov	SUBMIT DATE 4/16/2015	Name or number of rule(s): Title 27, Part 110 MSPB Policy & Procedures Manual			

Short explanation of rule/amendment/repeal and reason(s) for proposing rule/amendment/repeal: The MSPB Policy and Procedures Manual has been revised regarding: schedule of monthly meeting; references to SPAHRS; Non-state Service Appointments; Who May Apply for State Employment; Falsification of State Application; Substitution of Minimum Qualifications; clarification of notice to MSPB for new hires, reappointments, reemployment into the State Service, promotions, lateral transfers, and demotional transfers; Educational Benchmarks; items on Agency Organization Charts; Establishment of Positions; Contracts for Personal Services; Legal Services Contract Approval Requests, Procedures for Requesting Approval, Determination, and Termination; Administrative Leave; Leave Record Keeping; and Grievable Issues.

Specific legal authority authorizing the promulgation of rule: Miss. Code Ann. §§ 25-9-103, -119; HB 825, SB 2282, SB 2804, (Regular Session 2015).

List all rules repealed, amended, or suspended by the proposed rule: Title 27, Part 110, MSPB Policy & Procedures Manual

ORAL PROCEEDING:

☐ An oral proceeding is scheduled for this rule on Date: _____ Time: _____ Place: _____

☒ Presently, an oral proceeding is not scheduled on this rule.

If an oral proceeding is not scheduled, an oral proceeding must be held if a written request for an oral proceeding is submitted by a political subdivision, an agency or ten (10) or more persons. The written request should be submitted to the agency contact person at the above address within twenty (20) days after the filing of this notice of proposed rule adoption and should include the name, address, email address, and telephone number of the person(s) making the request; and, if you are an agent or attorney, the name, address, email address, and telephone number of the party or parties you represent. At any time within the twenty-five (25) day public comment period, written submissions including arguments, data, and views on the proposed rule/amendment/repeal may be submitted to the filing agency.

ECONOMIC IMPACT STATEMENT:

☒ Economic impact statement not required for this rule. ☐ Concise summary of economic impact statement attached.

TEMPORARY RULES	PROPOSED ACTION ON RULES	FINAL ACTION ON RULES
_____ Original filing _____ Renewal of effectiveness To be in effect in _____ days Effective date: _____ Immediately upon filing _____ Other (specify): _____	Action proposed: <input checked="" type="checkbox"/> New rule(s) <input checked="" type="checkbox"/> Amendment to existing rule(s) _____ Repeal of existing rule(s) _____ Adoption by reference Proposed final effective date: _____ 30 days after filing <input checked="" type="checkbox"/> Other (specify): <u>7/1/2015</u>	Date Proposed Rule Filed: _____ Action taken: _____ Adopted with no changes in text _____ Adopted with changes _____ Adopted by reference _____ Withdrawn _____ Repeal adopted as proposed Effective date: _____ 30 days after filing _____ Other (specify): _____

Printed name and Title of person authorized to file rules: David E. Stovall, Staff Attorney

Signature of person authorized to file rules: _____

OFFICIAL FILING STAMP	DO NOT WRITE BELOW THIS LINE OFFICIAL FILING STAMP	OFFICIAL FILING STAMP
Accepted for filing by _____		Accepted for filing by _____

The entire text of the Proposed Rule including the text of any rule being amended or changed is attached.